Office Memorandum

Sub: Extension of Medical Facility Scheme to the Officers and Staff of the National Green Tribunal – reg.

It is directed that the scanned copy of the Medical Scheme for Officers and Staff of the NGT may be uploaded on the website under the separate heading “Medical Facility”.

Encls. As above.

(Mukes Kumar Gupta)
Registrar General & Head of Office

To
Computer In-charge,
National Green Tribunal
Principal Bench,
Faridkot House
Copernicus Marg,
New Delhi.

Copy for information to:
PPS to Hon'ble Acting Chairperson.
No. 17(12)/2010-PL/NGT
भारत सरकार / Government of India
पर्यावरण, वन और जलवायु परिवर्तन मंत्रालय/ Ministry of Environment Forest and Climate Change
नीति एवं विधि अनुभाग/Policy and Law Division

Level-III, Jal Wing,
Indira Paryavaran Bhavan,
Jor Bagh, Aliganj, New Delhi-03
DATED the 1st February, 2018

ORDER

Sub: Medical facilities to the officers and staff of the National Green Tribunal (NGT) – reg.

The undersigned is directed to convey the approval of the competent authority for implementation of Medical facilities to the Officers and Staff of the National Green Tribunal (NGT). A copy of the approved Medical scheme i.e. National Green Tribunal Medical Facilities Scheme (NGTMFS) is enclosed.

2. The undersigned is also directed to convey the following:

(i) As per para 3 of the MoA signed between CGHS and HCOs, all empanelled hospitals/diagnostic centers / exclusive eye centers / exclusive dental clinics (as per the list of empanelled hospitals on the CGHS website) shall also agree for empanelment with any autonomous body/public sector undertaking on the same terms and conditions as with CGHS.

(ii) No changes/amendment/alteration shall be made by the NGT in the said Medical Scheme.

3. The National Green Tribunal Medical Facilities Scheme has the concurrence of Department of Expenditure, Ministry of Finance.

Encl. as above (page 1 to 15).

(Under Secretary to the Govt. of India)

Copy to:
1. The PPS to Acting Chairperson, NGT, Faridkot House, Copernicus Marg, New Delhi - 110001.
2. The Registrar, National Green Tribunal, Faridkot House, Copernicus Marg, New Delhi - 110001.
3. PPS to Secretary, EF&CC/ PPS to AS(AKM)/ PPS to EA
4. Guard File.
CHAPTER 1

NATIONAL GREEN TRIBUNAL MEDICAL FACILITIES TO THE OFFICERS AND STAFF

1. Short title, extent, Commencement, application

(a) The scheme may be called the National Green Tribunal Medical Facilities Scheme, 2018 and it shall come into force with effect from 1st of March, 2018.

(b) The scope and application of this Scheme shall extend to NGT (Principal Bench at New Delhi) and all its zonal benches, under it.

(c) The scheme applies to all employees of NGT and their dependent family Members, who opt for the Scheme. However, the Scheme shall not apply to employees who opt to continue to be covered by the Central Government Health Scheme (CGHS).

[Signature]

MANOJ KUMAR (RAI)
Joint Secretary/Under Secretary
Ministry of Environment, Forest & Climate Change
Government of India
2. Definitions

| b) | "The TRIBUNAL" means the NATIONAL GREEN TRIBUNAL (Principal Bench and its Zonal Benches). |
| c) | "The Chairperson" means the Chairperson of the National Green Tribunal. |
| d) | "Officers" means Officers of the Tribunal other than the Judicial and Expert Members. |
| e) | "The Zonal Bench" means the places of sitting of the NGT as Notified by the Central Government vide Notification dated 17.08.2011. |
| f) | "The Registrar" means the Registrar of the NGT. |
| g) | "Year" means the financial year of the Govt. of India. |
| h) | "Authorized Medical Attendant (AMA)" means the Medical Officer authorized by the NGT as Medical Attendant for the area or AMA as defined under CS (MA) Rules, 1944 as amended from time to time. |
| i) | "Officers & Staff" means an employee appointed on regular basis as per the relevant Recruitment Rules. |
| j) | "Patient" means beneficiary to whom this scheme applies and who has fallen ill. |
| k) | "Authorized Hospital" means a dispensary / hospital authorized by the Ministry of Health & Family Welfare and Empanelled under CGHS or authorized under CS(MA) Rules. |
| l) | "Treatment" means the use of all medical and surgical facilities under this Scheme. |
| m) | "Family" means as defined by the Ministry of Health & Family Welfare in their Health Scheme. |
CHAPTER- 2

PROVISIONS FOR NGT OFFICERS AND STAFF

NATIONAL GREEN TRIBUNAL MEDICAL FACILITIES SCHEME, 2018

1. **Eligibility under the scheme:**

   NATIONAL GREEN TRIBUNAL MEDICAL FACILITIES SCHEME, 2018 shall apply to the Officers/staff and family members, who opt for the NGTMFS. However, the Scheme shall not apply to employees who opted to remain with the Central Government and are covered under Central Government Health Scheme (CGHS). The scheme will be administered by the NGT through its Principal Bench and various zonal benches, under it.

2. **Facilities under the Scheme:**

   The facilities available under the scheme mainly include treatment as under, from dispensaries/polyclinics/hospitals etc. covered under the CGH Scheme, provided that rates of such dispensaries/polyclinics/hospitals etc. are at par or lower than the applicable Central Government approved rates/package rates/ CGHS rates:

   a) Outdoor treatment through dispensaries/polyclinics/hospitals, maternity centres, etc.
   b) Supply of drugs/reimbursement of the cost of drugs.
   c) Lab. and X-Ray investigations.
   d) Domiciliary visits (provided the Officer/Staff resides within 3 km of the empanelled hospital).
   e) Specialist consultation in selected centers and polyclinics/hospitals, etc.
   f) Hospital services at Government Hospitals and other recognized Hospitals as provided in the Health Scheme of Ministry of Health and Family Welfare. It includes OPD, hospitalization, specialized investigations and treatment, etc.
   g) Specialized treatment in specialized hospitals for diseases like Cancer, TB, Polio and Mental diseases.
   h) Super specialty treatment, e.g. Kidney Transplant and Coronary Artery Bye pass Graft (CABG), etc.

\(\overline{\text{MAHOOJ KUMAR RAJ}}\)
(\text{Min. of Environment, Forests & Climate Change})

Govt. of India

\(\text{Dated: } \text{dd/mm/yyyy}\)

j) The reimbursement of the cost of treatment will be as per actual or on the basis of applicable Central Government approved rates/package rates/CGHS rates, whichever is less.

**Facilities not covered under NGTDFS:**

a) Treatment in hospitals not recognized by the Ministry of Health & Family Welfare.

b) Private nursing homes.

c) Treatment outside India.

d) Administration of routine injections at one’s residence.

e) Dressing of wound at one’s residence.

f) Supply of artificial appliances, e.g., dentures, spectacles, contact lens, etc.

h) Orthodontic treatment and denture.

g) Treatment for obesity due to endogenous factors.

3. **Contribution to the NGT Medical Health Scheme:**

The Officer/Staff willing to avail medical facilities under NGTDFS shall have to contribute the amount detailed below in accordance with the corresponding Grade Pay drawn by them:

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Corresponding level in the Pay Matrix as per 7th CPC</th>
<th>Contribution (Rs. Per month)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Level: 1 to 5</td>
<td>250</td>
</tr>
<tr>
<td>2.</td>
<td>Level: 6</td>
<td>450</td>
</tr>
<tr>
<td>3.</td>
<td>Level: 7 to 11</td>
<td>650</td>
</tr>
<tr>
<td>4.</td>
<td>Level: 12 &amp; above</td>
<td>1000</td>
</tr>
</tbody>
</table>
3.1. Contributions received from Officers of this scheme shall be deposited in Receipt Head of Accounts of Government of India.

3.2. The amount of contribution shall be payable by the Officers/Staff from the effective date of the scheme or the date from which they opt for the scheme, whichever is later, and shall be revised from time to time as per the applicable rates of contribution approved by the Ministry of Health in its Medical Health Schemes.

3.3. The Pensioner/family pensioner may opt to pay one time NGTMFS contribution and the amount payable shall be ten times the annual contribution, payable at the time of superannuation. The amount of one time contribution or contribution by exercising option to avail medical facilities under NGTMFS shall be deposited in the revenue of NGT.

3.4. Officers/Staffs may contribute on the basis of last “grade pay” (GP as per 7th CPC) drawn by them and avail the entitled medical facilities as admissible under this Scheme.

3.5. An identity card will be issued to all beneficiaries of NGTMFS.

3.6. The functioning of the medical Scheme will be reviewed annually by Registrar, NGT (PB).

3.7. Condition of dependency shall be the same as provided in Section 2 (m) of Chapter-I

4. IDENTITY CARDS:

The Officers/Staff availing NGTFMS shall be issued Identity Cards by the NGT headquarter, on which a family photograph will be affixed on the lines of the CGHS beneficiaries, for easy identification of the beneficiaries i.e. their eligible family members.

The Card will have joint photograph of the Officers/Staff and his/her dependent family members certified by him/her. The Officers/Staff are required to apply in the prescribed forms to the Competent Authority, for issue of NGTMFS identity cards, alongwith the following attested documents for scrutiny:

1. Copy of Pay Slip,
2. Proof of residential address,
3. Proof of age of son/daughter whose name is to be added in NGTMFS card as dependent children.
4. Group photo in triplicate of family members whose name is to be enclosed in NGTMFS card including dependent children and parents.

5. An undertaking regarding the dependency of the parents.

6. For loss of identity card, the beneficiary should lodge a complaint with the police and report the matter to the Registrar of the Tribunal, NGT (Principal/Zonal Bench), as the case may be. Duplicate Card will be issued on submission of Rs.100/- by way of a postal order/DD in favour of Registrar, National Green Tribunal.

7. In case of mutilation of identity Card, the beneficiary should submit an application to the Registrar of the Tribunal, NGT (Principal/Zonal Bench) as the case may be, along with mutilated card. Duplicate card will be issued on submission of Rs.100/- by way of a postal order/DD in favour of Registrar, National Green Tribunal.

5. TRAVELLING ALLOWANCE:

Officers/Staffs permitted for treatment in another city, if such treatment is not available in the same city, on the advice of the Government specialists, shall be entitled for travelling allowance restricted to the distance up to the referral hospital available in the nearest city by the shortest route. In case of any deviation, prior permission of the Head of Department of respective zonal benches of NGT may be obtained.

Ambulance charges shall be reimbursed to the beneficiaries provided that:

(i) The doctor treating the patient certifies in writing that conveyance of patient by any other mode would definitely endanger the patient's life or would grossly aggravate his/her condition, and

(ii) The journey is undertaken within the same city.

(Manoj Kumar Rai)
Department Secretary
Ministry of Environment, Forests & Climate Change
Govt. of India, New Delhi
6. **MEDICAL ADVANCE:**

Medical advance in respect of treatment for himself/herself and dependent members of his/her family will be paid as per the Government approved rates (area specific) direct to the hospital on receipt of a certificate/estimate from the treating physician/Medical Superintendent of a Govt./recognized hospital, as follows:

i. Rs. 10,000/- or the amount recommended by the physician, whichever is less for indoor treatment in hospital and outpatient treatment for diseases like T.B., cancer etc.

ii. In case of major illness like by-pass surgery, kidney transplant etc., the advance may be limited to 80% of the package offered, wherever it exists or the amount demanded by the hospital concerned in other cases and the balance payable on final adjustment. The amount of package offered will be subject to the ceiling prescribed by Ministry of Health & Family Welfare in its Health Scheme.

iii. The medical advance shall be sanctioned by the HoD / Registrar, NGT from where the concerned Officers/Staff/family member has exercised the option up to the 80% of the estimated medical expenditure.

iv. The Officers/Staff must submit the adjustment bill within one month from the date of discharge from the hospital.

v. In case of non-settlement of medical advance within one month from the date of discharge from the hospital, the amount would be recovered from his/her salary/pension/family pension, based on undertaking given by him/her while seeking medical advance.

vi. The Registrar, NGT will maintain proper records for the advance granted to the beneficiaries of NGTMFS and its timely adjustment. It will be centrally monitored by Registrar, NGT (Principal Bench) and a six monthly report will be placed before the Chairperson, National Green Tribunal.

(Manoj Kumar Rai)
(Manoj Kumar Rai)
Min. of Environment, Forest & Climate Change
Govt. of India

7
CHAPTER-III

MEDICAL FACILITIES:

The NGT MFS provides medical services at the level of Govt. hospital / dispensary, and approved hospitals by Ministry of Health & Family Welfare to the Officers/Staff of NGT covered under NGT MFS and their dependent family members.

The beneficiary shall be provided the reimbursement for the outpatient care, emergency services, necessary drugs, investigations, specialist consultation and treatment in super specialty hospitals as per provisions in Chapter-II, where NGT Officers/family members/Staff and his / her dependent family member is entitled to receive medical attention.

The amount paid by him/her on account of such medical attendance shall, on production of a bill and certificate in writing by the authorized medical attendant in this behalf, be reimbursed to him/her by the NGT as per actuals or applicable rates prescribed by the Ministry of Health & Family Welfare, whichever is less.

1.1 The following would be extended to the beneficiaries under the scheme:

a. Admission in the hospitals/ dispensaries as approved by Ministry of Health & Family Welfare in its health Schemes, according to entitlement/norms.

b. If the medical officer-in-charge/ AMA of the authorized hospital and dispensary feels that specialized treatment is required, he/she will refer the patient to the recognized referral hospital providing such specialized treatment.

c. In case of emergency treatment, the Officers/Staff and his/her dependent family members will be entitled to the same benefits as prescribed by the Ministry of Health & Family Welfare in its Health Scheme.

d. In case of super specialty treatment like coronary by-pass surgery, angiography, angioplasty, cancer treatment etc., the benefits as prescribed by the Ministry of Health & Family Welfare in its Health Scheme shall be made applicable to the beneficiaries.
1.2. Benefits to the Officers and Staff of NGT are prospective in nature and ‘Officers/Staff’ who opt for the Scheme shall only be entitled to avail the benefits after becoming a member of the NGTMFS.

2. **Mode of providing Medicines:-**

   a. In case of chronic illness requiring prolonged treatment, medicines may be supplied/purchased for one month at a time. However, in case of beneficiaries with chronic conditions requiring prolonged treatment, the same may be dispensed upto three months also on the decision of the specialist of a Government approved hospital.

3. **OPD Treatment:**

   For the beneficiaries residing in Delhi/Pune/Kolkata/Chennai/Bhopal the OPD facility shall be available at nearest Govt. empanelled Hospital.

3.1 **OPD Treatment in Super Specialty Hospitals:**

   Specialist/super specialist treatment in recognized super specialty hospitals shall be available on the advice of the CMO/MO in charge of authorized hospital for a period not exceeding three months in each instance and reimbursement shall be as per provisions prescribed by the Ministry of Health & Family Welfare in its Health Scheme. Therefore, the expenditure on treatment exceeding the limit prescribed by the Ministry of Health & Family Welfare has to be borne by the beneficiary from his/her own resources.

4. **Indoor Treatment:**

   Indoor treatment as per entitlement shall be available in authorized hospitals during non-emergent conditions on the advice of the concerned AMA. Follow up treatment subsequent to any specialized procedure or for illness shall ordinarily be valid for the period prescribed by the Ministry of Health & Family Welfare in its health Scheme.

5. **Treatment in emergent conditions:**

5.1 In emergent conditions beneficiary can go to any of the nearest hospital without being formally referred by AMA/authorized hospital.
5.2 Treatment in private hospitals not authorized under the scheme in medically emergent conditions will also be admissible when treatment is necessitated in such hospitals being situated nearest to the place of illness/trauma and when no other recognized facility is available nearby or due to circumstances beyond the control of the beneficiary.

5.3 Ambulance charges shall be reimbursed to the beneficiaries provided that:

The doctor treating the patient certifies in writing that conveyance of patient by any other mode would definitely endanger the patient’s life or would grossly aggravate his/her condition.

5.4 Follow-up treatment subsequent to any emergent treatment/procedure or for the illness shall be in authorized hospital.

5.5 The reimbursement of the medical claim covered under clause 5.2 above shall be made within the ceiling of rates prescribed by the Ministry of Health & Family Welfare in its health Scheme.

(MANOJ KUMAR RAI)
Under Secretary
Min. of Environment, Forest & Climate Change
Govt. of India, New Delhi
CHAPTER-IV

1. SETTLEMENT OF MEDICAL CLAIMS:-

1.1 The medical settlement/reimbursement claim under the Scheme will be made as per the option exercised by the beneficiary through the concerned Bench of the Tribunal.

1.2 Application for settlement of medical claims

The beneficiary should make an application to the concerned authority for claiming reimbursement of medical expenditure and settlement of any advance. The claim should be filed within 3 months of discharge from the hospital. The application should be made along with the following documents:

i. Checklist, Form as per Annexure-I.

ii. All original bills.

iii. Photocopy of identity card.

iv. Discharge summary of the hospital.

v. A detailed list of all medicines, laboratory tests, investigations, number of doctors visits etc. with dates.

vi. Original letter from the Hospital with stamp explaining the emergency circumstances, if applicable.

vii. Photocopies of claim papers and an affidavit on stamp paper, in case original papers have been lost.

viii. Affidavit on stamp paper by claimant, no objection from any other legal heirs on stamp papers and copy of death certificate, in case of death of the card holder.

ix. Original prescription slip and diagnostic report.

Authorities concerned may verify and check the claims based on original prescription slip and the diagnostic report. In case of any doubt, verification can be done from the hospital concerned.
1.3 **Power to settle Medical Claims**

The power to settle medical claim shall be vested with the Registrar, NGT up to Rs. 50,000/- at a time and any Member nominated by the Chairperson, NGT for bills exceeding Rs. 50,000/- and upto Rs. 1,00,000/-. For bills exceeding Rs. 1,00,000/- and up to Rs. 3,00,000/-. the Chairperson, NGT shall exercise the power to settle the medical claims.

Provided that, where it requires medical expenditure exceeding Rs. 3,00,000/-, such matters shall be referred to Ministry of Environment, Forest and Climate Change for the approval of Secretary, Ministry of Environment, Forest and Climate Change. However, this ceiling will not be applicable in case of package rates for cancer, by-pass surgery, kidney transplant etc. which will be settled as per the ceiling of the rates prescribed by the Ministry of Health & Family Welfare in its health scheme/CGHS Rate.

1.4 The Registrar of each bench of the NGT will keep a proper record of the medical claims, advances and their settlement. The details of medical advances and their settlement should be immediately forwarded by the Registrar of the Zonal Benches of the Tribunal to the Registrar (Principal Bench), NGT for centralized monitoring.

1.5 A centralized monitoring of the sanction/adjustment of the advance in respect of each advance granted to the beneficiaries and their adjustment will be carried out by the Registrar, who in turn shall lay all sanctions to beneficiaries before the Chairperson.

\[\text{(Signature)}\]
(MANOJ KUMAR RAI)
Under Secretary
Min. of Environment, Forests & Climate Change
Government of India
CHAPTER -V

RESTRICTION AND CONCESSION:

1.1. The jurisdiction regarding all Court cases in respect of NGT MFS and its beneficiaries shall be at New Delhi (Principal Bench).

1.2. The power to relax or extend medical treatment facilities to NGT Officers/Staff, if any, not covered under the provisions adopted by the NGT shall be vested with the Chairperson, NGT with the approval of the Ministry of Environment, Forest and Climate Change, New Delhi.

1.3. In case of any doubt, verification can be done from the hospital concerned.

1.4. The benefits of the Scheme are prospective in nature i.e. only after opting for the Scheme by the beneficiaries.

[F. No. 17(12)/2010-PL/NGT (Vol.II)]

(M. K. Rai)
Under Secretary to the Govt. of India

Govt. of India, New Delhi
NATIONAL GREEN TRIBUNAL MEDICAL FACILITIES SCHEME, 2018.
FORM FOR REIMBURSEMENT OF MEDICAL CLAIMS OF (NGTMFS) BENEFICIARIES.

***

Computer No.
(To be filled by the claimant)

1. NGTMFS Token No:


3. Full name of the card holder (Block Letters):

4. Full address:

5. Telephone no. (O) ................. (R) ......................

6. E-mail address if, any:

7. Name of the Bank ......................

8. Branch................SB A/C No......................

9. Name of the patient & relationship with the card holder:

10. Level as per 7th CPC:

11. Name of the Hospital with Address:
    (a) OPD treatment and investigations.
    (b) Indoor Treatment.

12. Date of admission.............Date of discharge......................(In case of Indoor Treatment only)

   Total amount Claimed
   (a) OPD Treatment.
   (b) Indoor Treatment.

13. Details of Permission:

14. Details of Medical advance if, any:

[Signature]

[Name]

[Position/Title]

[Organization/Title]

[Address]
DECLARATION

I hereby declare that the statements made in the application are true to the best of my knowledge and belief and the person for whom medical expenses were incurred is wholly dependent on me. I am a NGTMFS beneficiary and the NGTMFS card was valid at the time of treatment. I agree for the reimbursement as is admissible under the rules.

Date: _______________________________ Signature of NGTMFS card holder

Note: Misuse of NGTMFS is a criminal offence. Suitable action including cancellation of NGTMFS card shall be taken in case of willful suppression of facts or submission of false statements. Suitable disciplinary action shall be taken in case of serving employees.

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(MANOJ KUMAR RAI)
Under Secretary
Min. of Environment, Forests & Climate Change
Govt. of India, New Delhi